



# UGANDA TOURISM BOARD

## ABRIDGED BID NOTICE UNDER OPEN DOMESTIC BIDDING

1. The Uganda Tourism Board (UTB) invites sealed bids from from eligible bidders for :

No.	Procurement Reference Number	Subject of Procurement	Bid Security/ Bid Securing Declaration	Deadline for bid submission
i.	UTB/SUPLS/2022-2023/00001	Framework Contract for Office Consumables	Bid Securing Declaration	11 <sup>th</sup> July 2022; 9.00 AM
ii	UTB/NCONS/2022-2023/00002	Framework Contract for Service and Repair of Motor Vehicles & Motor Cycles	Bid Securing Declaration	11 <sup>th</sup> July 2022; 10.00 AM
iii	UTB/ NCONS/2022-2023/00003	Framework Contract for Air Ticket & Related Services	Bid Securing Declaration	11 <sup>th</sup> July 2022; 11.00 AM
iv	UTB/ NCONS/2022-2023/00004	Framework Contract for Conference and Accommodation Services	Bid Securing Declaration	11 <sup>th</sup> July 2022; 12.00 PM
v	UTB/SUPLS/2022-2023/00005	Framework Contract for Assorted Stationery & Toner	Bid Securing Declaration	12 <sup>th</sup> July 2022; 9.00 AM
vi	UTB/SUPLS/2022-2023/00006	Framework Contract for Branding Materials	Bid Securing Declaration	12 <sup>th</sup> July 2022; 10.00 AM
vii	UTB/ NCONS/2022-2023/00007	Framework Contract for Production Of Television Adverts	Bid Securing Declaration	12 <sup>th</sup> July 2022; 11.00 AM
viii	UTB/ NCONS/2022-2023/00008	Framework Contract for Out Of Home Advertising Services	Bid Securing Declaration	12 <sup>th</sup> July 2022; 12.00 PM

2. The bidding document shall be inspected from: <https://www.utb.go.ug>

3. The Bidding Documents shall be issued from:

**The Procurement and Disposal Unit  
Uganda Tourism Board (UTB)  
6<sup>th</sup> Floor, Block C, Lugogo House  
Plot 42, Lugogo Bypass  
P.O Box 7211, Kampala – Uganda**

4. Bidding documents may be purchased by interested bidders upon payment of a non-refundable fee of **UGX 100,000** (Shillings One Hundred Thousand Only. Payment shall be through the URA e-payment platform.

5. The detailed bid notice is available at the UTB website: [www.utb.go.ug](http://www.utb.go.ug)

**CHIEF EXECUTIVE OFFICER**



## UGANDA TOURISM BOARD

### BID NOTICE FOR PROCUREMENT OF SUPPLIES AND NON-CONSULTANCY SERVICES UNDER FRAMEWORK CONTRACT

1. The Uganda Tourism Board (UTB) has allocated funds to be used for the Supply/Provision of various supplies and non-consultancy services under framework contract.
2. The Entity invites sealed bids from eligible bidders for the supply/provision of the underlisted supplies/services.

No.	Procurement Reference Number	Subject of Procurement	Bid Security/ Bid Securing Declaration	Deadline for bid submission
i.	UTB/SUPLS/2022-2023/00001	Framework Contract for Office Consumables	Bid securing Declaration	11 <sup>th</sup> July 2022; 9.00 AM
ii	UTB/NCONS/2022-2023/00002	Framework Contract for Service and Repair of Motor Vehicles Motor Cycles	Bid securing Declaration	11 <sup>th</sup> July 2022; 10.00 AM
iii	UTB/NCONS/2022-2023/00003	Framework Contract for Air Ticket & Related Services	Bid securing Declaration	11 <sup>th</sup> July 2022; 11.00 AM
iv	UTB/NCONS/2022-2023/00004	Framework Contract for Conference and Accommodation Services	Bid securing Declaration	11 <sup>th</sup> July 2022; 12.00 PM
v	UTB/SUPLS/2022-2023/00005	Framework Contract for Assorted Stationery & Toner	Bid securing Declaration	12 <sup>th</sup> July 2022; 9.00 AM
vi	UTB/SUPLS/2022-2023/00006	Framework Contract for Branding Materials	Bid securing Declaration	12 <sup>th</sup> July 2022; 10.00 AM
vii	UTB/NCONS/2022-2023/00007	Framework Contract for Production Of Television Adverts	Bid securing Declaration	12 <sup>th</sup> July 2022; 11.00 AM
viii	UTB/NCONS/2022-2023/00008	Framework Contract for Out Of Home Advertising Services	Bid securing Declaration	12 <sup>th</sup> July 2022; 12.00 PM

3. Bidding will be conducted in accordance with the Open Domestic Bidding procedures contained in the Public Procurement and Disposal of Public Assets Act, 2003, and is open to all bidders.
4. Interested eligible bidders may obtain further information at the address given below at 8 from 8.00 a.m. Bidding documents may be inspected from [https:// www.utb.go.ug](https://www.utb.go.ug)
5. The Bidding Documents in English may be purchased by interested bidders on the submission of a written application on company letterhead to the address below at 8 and upon payment of a non-refundable fee of **UGX 100,000** (Shillings One Hundred Thousand Only) **per subject of procurement**. Payment shall be through the URA e-payment platform.

6. Bids must be delivered to the address below at 8 at or before **time and dates indicated in #2 above**. All bids must be accompanied by a bid securing declaration. Bid securing declarations must be valid until **31<sup>st</sup> December 2022**. Late bids shall be rejected. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below.

7. There shall not be a pre – bid meeting/site visit.

8. (a) Documents may be issued from:

**The Procurement and Disposal Unit  
Uganda Tourism Board (UTB)  
6<sup>th</sup> Floor, Block C, Lugogo House  
Plot 42, Lugogo Bypass  
P.O Box 7211, Kampala – Uganda**

(b) Bids must be delivered to: 8(a)

(c) Address of bid opening: 8(a)

9. The planned procurement schedule (subject to changes) is as follows:

<b>Activity</b>	<b>Date</b>
a. Publish bid notice	14 <sup>th</sup> June 2022
b. Pre-bid meeting/Site visits where applicable	Not applicable
c. Bid closing date	As in #2 above
d. Evaluation process	Within 20 working days from bid closing date
e. Display and communication of best evaluated bidder notice	Within 5 working days from Contracts Committee award)
f. Contract Signature	After expiry of 10 working days from display of the best evaluated bidder notice and SG's approval

**CHIEF EXECUTIVE OFFICER, UGANDA TOURISM BOARD**